



HISTORIC PRESERVATION COMMISSION

Agenda

**Historic Preservation Commission
Monday, September 9, 2019 at 5:30 P.M.
City Council Chamber
1200 Carlsbad Village Drive, Carlsbad, CA 92008**

1. Call to order
2. Roll Call
3. Introduction of new commissioners
4. Approval of the minutes
 - Minutes of the meeting held on July 8, 2019
5. Public Comment
6. Heritage Tree Report—as part of Carlsbad Community Forest Management Plan
7. Encina Power Plant - smokestack
8. Properties of Concern
9. Meeting Schedule
10. Carlsbad Historical Society update
11. Commission Liaison announcements
12. Commissioner comments
13. Adjournment

NOTICE TO THE PUBLIC: All persons requiring assistance or auxiliary aids to effectively participate may contact the library at least 24 hours prior to the meeting to arrange for reasonable accommodations. PUBLIC COMMENT: To speak to the Board on an item on the agenda you will need to fill out a Request to Speak form; speakers are limited to three (3) minutes each. To speak to the Board on a matter not on the agenda you will need to fill out a Public Comment form; speakers are limited to three (3) minutes each. In conformance with the Brown Act, no Board discussion or action can occur on items presented during public comment. *The Historic Preservation Commission meetings are generally adjourned by 7:00 p.m.- any items remaining on the agenda at that time may be carried over to the next meeting with the approval of the majority of the Commission.*



HISTORIC PRESERVATION COMMISSION

Minutes

MEETING OF: HISTORIC PRESERVATION COMMISSION
DATE OF MEETING: July 8, 2019
TIME OF MEETING: 5:00 PM
PLACE OF MEETING: City Council Chamber

CALL TO ORDER:

Commission Chair Majer called the meeting to order at 5:26 p.m. after waiting for a quorum to be present.

ROLL CALL:

Present: Commissioners Laurie Boone, Anne Estes, Chad Majer

Absent: none

Staff Present: Suzanne Smithson, Deputy Library Director
Sarah Dana, Senior Librarian
Dianna Galindo, Sr. Office Specialist

APPROVAL OF THE MINUTES:

The minutes of the meeting held on May 13, 2019 were approved (3/0/0/0)

PUBLIC COMMENT:

The commission heard from community member Jim Strickland regarding his concern for the Encina Power Plant smokestack. Mr. Strickland shared a short power point with the commissioners showing ideas on preserving the chimney stack and his desire for it to have historic designation. He distributed print copies of his presentation to the commissioners.

The commission moved to add the Encina Power Plant smokestack to the September 9, 2019 agenda for further discussion (3/0/0/0). The commissioners would like to walk the site before the next meeting.

NEW COMMISSIONERS:

No new commissioner appointments will be made until the revised appointment process is confirmed by City Council. The commission currently has two vacancies.

PROPERTIES OF CONCERN:

The commission would like to keep the Magee House as a property of concern.

MEETING LOCATIONS AND TIMES:

By proper motion and vote (2/1/0/0) the commission moved to keep the meeting in the council chamber for the all future meetings at 5:00 p.m. with the exception to start the September 9 and November 4 meetings at 6 p.m. to accommodate holiday schedule and another commission who will meet in the council chamber earlier those same days.

CARLSBAD HISTORICAL SOCIETY UPDATE:

Commissioner Boone updated the commission on the 3rd grade student tours being very successful this past year. There has much cooperation between the Historical Society and Carlsbad Police Department to make sure the park is free of disruptive people helping the public and students feel safe when touring the Magee House.

Commissioner Boone also related that the president of the Historical Society has reached out to City Public Works to remove the bench at the entrance of the Magee House. On the weekends there have been people lying on the bench making it look uninviting for those who would like to take a tour. Also, before opening for tours the porch needs to be washed off because of offensive odors. There has been much effort to keep the Magee House a pleasant experience for the public and not allow it turn into a homeless encampment.

COMMISSION LIAISON ANNOUNCEMENTS:

Commission Liaison Smithson informed the commissioners that the Community Forest Management Plan, which includes the Heritage Tree Reports, is being updated and likely be available to the public in mid-August. Parks and Recreation Director Kyle Lancaster and possibly the arborist will present at our September meeting to update the commissioners on the revision to the reports and plan. Liaison Smithson will send them the link to the information when it is available.

Liaison Smithson also mentioned the Council's discussion of the Village and Barrio moratorium on building and development at their June 25 meeting. No action was taken but the discussion may be viewed on the city website under "City Council Meeting Archive" if the commissioners are interested in viewing it.

COMMISSIONER COMMENTS:

Commissioner Estes asked how the commission could coordinate the official property list, the walking tour brochure and the plaque program. Commission Liaison Smithson said there is a spreadsheet that a staff member had put together that shows the three data points of what is on the walking tour, the official property list and those with a plaque. The spreadsheet will be updated, verified, and shared with the commissioners.

Commissioner Boone asked if we can get our goals to City Council soon, so the commission can start with oral histories and video histories.

Commissioner Majer would like to get the oral histories on a schedule. Commission Liaison Smithson replied that a 48 hours request can be sent to have the library staff record the oral history.

Commissioner Majer noted that there has been talk about making the State Street area a historic district. Maybe this is something this commission would like to explore. Commissioner Majer would like to add this as an agenda item and have a brief discussion on how this commission can start the process of designation.

ADJOURNMENT:

Meeting was adjourned at 6:25 p.m.

Respectfully submitted by,


Dianna Galindo



HISTORIC PRESERVATION COMMISSION

Staff Report

Meeting Date: September 9, 2019

To: Historic Preservation Commission

From: Suzanne Smithson, Deputy Library Director

Staff Contact: Kyle Lancaster, Parks & Recreation Director
kyle.lancaster@carlsbadca.gov, or 760-434-294

Subject: Carlsbad Community Forest Management Plan and recommendation of its adoption (specific to the Heritage Tree Reports) by the City Council

Recommended Action:

Receive a presentation on the update to the Carlsbad Community Forest Management Plan and recommend its adoption (specific to the Heritage Tree Reports) by the City Council

Executive Summary:

Section 4.3.10 of the Carlsbad General Plan Lawsuit Settlement Agreement executed in March 2017, between the city and North County Advocates, states "Within 18 months, the city shall present to the City Council for consideration an update to the Community Forest Management Plan which includes a program to identify and protect heritage trees, where practicable, and will include provisions for protection and enhancement of the urban tree canopy."

On September 18, 2018, the City Council received a staff report on the Carlsbad Community Forest Management Plan (CCFMP), which included discussion of various chapters and sections of the document that were eligible for updates (Exhibit 1). Staff estimated the update would entail \$135,000 in expenditures and take a minimum of one year to complete. The City Council adopted a resolution authorizing staff to update the CCFMP, in response to the General Plan Lawsuit Settlement Agreement (Resolution No. 2018-168). The update to the CCFMP is complete and staff is proposing the Historic Preservation Commission's recommendation for its adoption (specific to the Heritage Tree Reports) by the City Council.

Discussion

Background

- *Chapter 2 – Tree City U.S.A.*
 - *Community Outreach and Education*
- *Chapter 3 – Street Trees*
 - *Overview and Purpose*
 - *Current Tree Inventory*
 - *Community Forest Expansion*
 - *Street Tree Species List*
 - *Street Tree Selection and Theme*
 - *Street Tree Assessment Districts*
 - *Carlsbad Landscape & Lighting Districts*
 - *Street Tree Species List—Small*
 - *Street Tree Species List—Medium*
 - *Street Tree Species List – Large*
- *Chapter 4 – Community Forest Operations*
 - *Overview and Purpose*
 - *ANSI Standards*
 - *ISA Best Management Practices*
 - *Proactive Tree Management*
 - *Risk Management*
 - *Tree Removal Policy*
 - *Integrated Pest Management*
 - *Wildlife Protection*
 - *Village and Barrio Master Plan*
- *Chapter 5 – Urban Forest Interface Areas*
 - *A Pathway to Trees*
 - *A Pathway to Trees — Department Protocol*
 - *Urban Forest Interface Maps*
- *Chapter 6 – Heritage Tree Program*
 - *Heritage Trees and Their Significance in the Community*
 - *Carlsbad Historic Village District Heritage Tree Report*
 - *Carlsbad Heritage Tree Report Phase II*
- *Chapter 7 – Emergency Operations*
 - *Emergency Operations*
- *Chapter 8 – Community Green Waste, Wood, and Tree Recycling Program*
 - *A Sustainable Future*
 - *Planning for the Community Forest’s Future*
 - *City of Carlsbad Tree Material Recycling Policy*
 - *Sustainable Tree Species List*

Consistency and Alignment

The updated CCFMP is consistent with, and/or aligned with, each of the following:

- Carlsbad Community Vision and Values
- Carlsbad City Council Policy No. 4 – Street Trees
- Carlsbad Municipal Code Chapter 11.12 – Trees and Shrubs
- Carlsbad Municipal Ordinances Nos. 43, 44 and 46 – Water Conservation/Irrigation
- Carlsbad Landscape Manual
- Carlsbad Climate Action Plan
- Carlsbad Local Coastal Program
- Carlsbad Village and Barrio Master Plan

Goals and Strategies

The updated CCFMP includes the following goals and strategies for the protection and enhancement of the urban forest canopy:

1. *Promote citywide tree preservation and community education about the community forest and sustainability.*
 - A. *Maintain the Tree City USA designation in perpetuity.*
 - B. *Encourage resident to participate in Arbor Day planting events and highlight maintenance vendors of quality tree care in the community.*
 - C. *Showcase specimen trees or heritage trees on social media throughout the year to generate interest.*
2. *Expand the community forest in areas with lesser tree canopy density and maximize its benefits.*
 - A. *Add an average of 500 trees per year to the city's tree inventory or increase Carlsbad's Total Tree Canopy by 5% (whichever occurs first) through the end of calendar year 2025, so as to further enhance the community forest.*
 - B. *Plant two city trees for every one city tree removed, to ensure the longevity of the community forest.*
 - C. *A concentrated effort will be made to install new trees in sparsely forested areas in Hosp Grove that lack shade canopy.*
3. *Manage over 41,000 City of Carlsbad-owned/ controlled trees using industry standards and best management practices.*
 - A. *Continuously review the condition and recommended maintenance of the city's community forest and look for opportunities to improve health.*
 - B. *Utilize best management practices and industry standards when all work is performed on city trees.*
 - C. *Continuously train staff on new technology and scientific discoveries to ensure the most up-to-date information is in the hands of tree care professionals.*

Carlsbad Heritage Tree Reports

Chapter 6 of the update to the CCFMP is dedicated to a program to identify and protect heritage trees, where practicable. As another foundational element of the updated CCFMP, staff ensured that Wisniewski & Associates brought current the Carlsbad Heritage Tree Reports – i.e., The Historic Village District, and Phase II. WCA also provided a foreword to these reports.

The Carlsbad Heritage Tree Reports contain both city-owned and privately-owned heritage tree candidates. The organization of the reports, by section/subsections, is as follows:

<i>Historic Village District</i>	<i>Phase II</i>
<i>-Preface</i>	<i>-Preface</i>
<i>-Introduction</i>	<i>Introduction</i>
<i>-Assignment</i>	<i>-Assignment</i>
<i>-Historical Perspective</i>	<i>-Procedures and Notes</i>
<i>-Heritage Trees</i>	<i>-Ranchos, Ranches and Native Trees</i>
<i>-Mrs. James A. Greenwood</i>	<i>-Exotic Groves and Orchards</i>
	<i>-The Heart of the City</i>
<i>-New Information and Tree Art</i>	<i>-Tree Art</i>
<i>-Summary</i>	<i>-Summary</i>
<i>-Management Recommendations</i>	<i>-Management Recommendations</i>
<i>-Heritage Tree Nomination Process</i>	<i>-Heritage Tree Nomination Process</i>

Both Carlsbad Heritage Tree Reports contain a Management Recommendations Summary:

The following are recommendations to provide for the health, safety and longevity of Carlsbad's Heritage Trees. These recommendations should be adopted by the City Council as mandatory for all city owned Heritage Trees, and are advisory only recommendations for any privately-owned and non-city owned public Heritage Trees.

1. The city arborist shall provide copies of this report (Management Recommendations) to each city employee in charge of managing a Heritage Tree and provide a copy of the entire report to every property owner of a Heritage Tree located on private or other public property. In locations when it is unclear if a tree is publicly or privately owned and who is responsible for its care, this should be clarified by the city arborist.

2. Have all public Heritage Trees inspected at least annually by a qualified arborist who shall provide a written report with recommendations for any required treatment or maintenance, including pruning. The reports are to be kept in a permanent file for each

tree for future reference along with a record of any work performed on the tree and the result of that work.

3. Remove any signs or wires that have been attached to any publicly owned Heritage Tree, if this can be done without damaging the tree any further.

4. Adopt a city policy, or regulation, prohibiting the "topping" of any public tree.

5. Adopt a city policy, or regulation, that the current published American National Standards and Best Management Practices for Tree Pruning will be followed when pruning any publicly owned trees.

6. Require that all pruning work on publicly owned Heritage Trees shall be performed by a certified arborist or by certified tree workers under the full-time supervision of a certified arborist.

7. Pruning should be timed so as not to interfere with nesting birds.

8. Root damage to publicly owned Heritage Trees should be minimized. Any proposed construction work (public or private) within 50' of the trunk, shall be reviewed by a qualified arborist during the planning stage of the work. The arborist shall specify a Tree Protection Zone and a Tree Protection and Preservation Plan that is site and tree specific. No activity or soil disturbance in the Tree Protection Zone will be permitted unless specifically approved in writing by the city arborist.

9. In the vicinity of publicly-owned Heritage Trees appropriate alternative means of underground construction, such as the use of tools like an "Air-Knife" or "Air-Spade", horizontal boring or tunneling, should be utilized to protect and prevent damage to the root system of the tree.

10. Hardscape conflicts should be remedied without damaging the root system of a publicly owned Heritage Tree. Some methods that may be utilized include: the use of sand laid unit pavers like brick or flexible paving such as rubber sidewalk sections; grinding raised pavement sections; ramping or bridging over roots. Removing pavement and replacing it with decomposed granite or organic mulch; rerouting the hardscape to accommodate the current and future trunk expansion and root growth is an option. This would also provide additional exposed soil surface that would be beneficial to the tree's health.

11. Turf, under the drip line of the tree, should be removed and replaced with a 3"- 4" deep layer of organic mulch such as ground or chipped tree prunings. The mulch should be kept at least 1' away from the trunk of the tree. The mulch should be inspected at least twice a year and additional mulch added to maintain the 3"- 4" depth. For small trees, or trees with a narrow upright growth habit install the mulch to a distance of 5'

from the trunk

12. Compaction under the canopies of trees can be partially corrected by several methods. The least damaging and cost effective method is to install organic mulch as specified above for turf removal over the compacted area or where surface roots are exposed. Other methods may be recommended for specific conditions.

13. Require a report from a qualified arborist for any public Heritage Tree recommended for removal because it presents a "hazardous" condition. The arborist shall use the current published Tree Risk Assessment methodology. The city arborist has the discretionary right to approve, request a second opinion in writing, or recommend actions that may reduce the condition to an acceptable level of risk. If this type of risk reduction cannot be done and it is the city's arborist's recommendation to remove the tree it will remain the City Council's option to approve or deny the removal or require additional measures.

14. For any publicly owned Heritage Tree that is removed, a suitable replacement tree shall be replanted.

The Carlsbad Heritage Tree Report – Phase II contains Supplemental Recommendations:

The trees in the Phase II Study have some additional requirements, especially those located in historic parks or in natural open space areas. Some of these recommendations are of a general nature, and others are specific to individual trees.

As in the Phase I Study the recommendations should be adopted as mandatory for all city owned Heritage Trees and are advisory only for privately owned and any non-city owned public Heritage Trees.

1. Remove any tree that is listed by the California Invasive Plant Council as an invasive plant from any natural open space, especially if it is competing or interfering with a Heritage Tree. For example, the invasive Brazilian pepper growing next to the California sycamore (Tree #12) at Leo Carrillo Ranch Historic Park. Any mistletoe should also be removed from this tree.

2. Do not replant any Heritage Tree that dies with the same species, if it is one that is listed by the California Invasive Plant Council as an invasive plant.

3. Follow the city's Management Plan for Hosp Grove.

4. Remove the dead wood and properly recut any branch stubs or broken branches in the sugar gum eucalyptus (Tree #15) at Stagecoach Park.

5. Provide tree protection plans for any Heritage Tree that may be impacted from any proposed construction work.

6. Follow the current versions of any American National Standards that apply to tree care, and safety, and any applicable Best Management Practices. These are periodically updated and expanded to reflect the current knowledge and research in the tree care industry.

Review, Input and Action

The process of updating the CCFMP involved review and input from staff of the Parks & Recreation, Public Works, Library & Cultural Arts, Community & Economic Development, Communications, Finance, and Fire Departments. Additionally, the process included review and input from North County Advocates. In late June 2019, staff sent a preliminary draft of the updated CCFMP to North County Advocates. In early July 2019, North County Advocates provided comments to the preliminary draft of the updated CCFMP and in late August 2019, staff responded to those comments (Exhibit 2). In late August 2019, staff also posted a revised draft of the updated CCFMP on the city website for public review, sent social media alerts, and notified the Historic Preservation Commission and the Parks & Recreation Commission.

Next Steps

Staff will present the update to the CCFMP to the Parks & Recreation Commission on Sept. 17, 2019, and to the City Council on Sept. 24, 2019 - proposing its adoption.

Exhibits:

1. City Council Staff Report, dated Sept. 18, 2018, authorizing staff to update the CCFMP
2. North County Advocates comments/staff responses on prelim. draft of update to the CCFMP
3. Update to the CCFMP, on file at the City Clerk's Office [Community Forest Management Plan](#),



CITY COUNCIL

Staff Report

Meeting Date September 18, 2018
To: Mayor and City Council

From: Scott Chadwick, City Manager
Staff Contact: Kyle Lancaster, Parks Services Manager
kyle.lancaster@carlsbadca.gov or 760-434-2941

Subject Authorizing staff to update the Carlsbad Community Forest Management Plan

Recommended Action

Adopt a resolution authorizing staff to update the Carlsbad Community Forest Management Plan, in response to the General Plan Lawsuit Settlement Agreement.

Executive Summary

Section 4.3.10 of the Carlsbad General Plan Lawsuit Settlement Agreement executed in March 2017, between the City of Carlsbad and North County Advocates, states "Within 18 months, the City shall present to the City Council for consideration an update to the Community Forest Management Plan (CCFMP) which includes a program to identify and protect heritage trees, where practicable, and will include provisions for protection and enhancement of the urban tree canopy." In response, staff is asking the City Council to consider an update to the CCFMP.

Discussion

In negotiations to settle the lawsuit against the city's certification of the General Plan Environmental Impact Report, North County Advocates expressed their desire that the city update its community forest management plan. In March 2017, the City Council approved the General Plan Lawsuit Settlement Agreement between the City of Carlsbad and North County Advocates (Council Resolution No. 2017-228), which includes Section 4.3.10 that states: "Within 18 months, the City shall present to the City Council for consideration an update to the Community Forest Management Plan which includes a program to identify and protect heritage trees, where practicable, and will include provisions for protection and enhancement of the urban tree canopy." The settlement agreement does not obligate the City Council to approve an update to the plan.

Background

In November 1999, the city formed a Street Tree Policy Committee to address tree removal and tree care within the community forest under its management. The committee ultimately drafted a report. That report contained accessory recommendations, including the creation of a CCFMP. In June, 2000, the City Council appropriated funds and directed staff to implement the report's recommendations (Council Resolution No. 2000-183).

To that end, a natural resources and urban forestry consulting firm was retained by the city to create a community forest management plan. Shortly thereafter, a project team was organized, which included the consultant, several city staff (i.e., Public Works, Library, and Fire Departments/Divisions), Parks & Recreation Commissioners, and a Street Tree Policy Committee member. The team ultimately drafted the CCFMP.

In April 2002, the draft CCFMP was completed. In addition to standard public noticing, the project team also notified all Street Tree Policy Committee members that the draft CCFMP was available for review. During the review period, staff received suggestions from the public to add different tree species to the proposed tree list within the draft CCFMP. Staff agreed with those suggestions, and incorporated the species into the list.

In May 2002, the CCFMP was presented to the Historic Preservation Commission, which was responsible for the development of a companion heritage tree program. The Heritage Tree Report (Ph. I and II) was to be incorporated as an addendum to the CCFMP, upon adoption by the City Council. This commission supported the advancement of the draft CCFMP for adoption. In May 2002, the draft CCFMP was presented to the Parks & Recreation Commission. This commission likewise supported the advancement of the draft CCFMP for adoption.

In April 2003, the City Council adopted the CCFMP (Council Resolution No. 2003-085). The vision statement of the CCFMP is:

Through proactive management, achievement of a safe and healthy community forest that continues to include rich species and age diversity, provides maximum canopy cover by utilizing available planting space, unites neighborhoods with familiar tree themes, and replaces trees to sustain the forest in perpetuity, while fostering community support through education and involvement.

According to the CCFMP, the document's vision statement and policies are applicable to trees throughout Carlsbad, both private and public, but they specifically address the portions of the community forest that the city can influence directly. Those portions of the forest that the city can influence directly are within the Street Tree Assessment District's (STAD) public rights-of-way. Boundaries of the STAD align with boundaries of Lighting and Landscape District No. 1.

The CCFMP is a comprehensive, functional document, divided into the following ten chapters:

1. *Introduction*
2. *Community Education*
3. *Uniform Street Tree Planting Map*
4. *Replacing Old Age Trees*
5. *Removal of Trees Not in the City's Rights-of-Way*
6. *Tree Selection*
7. *Heritage Trees*
8. *Emergency Plan*
9. *Hosp Grove Management Plan*
10. *Operations Plan*

As a result of changes that have occurred in the community forest since the CCFMP's adoption, various chapters and sections of the document are eligible for updates. Those updates could reflect items such as: modifications to the city's organizational structure and administrative processes regarding the protection and enhancement of the community forest, amendments to City Council Policy No. 4 - Street Trees and Carlsbad Municipal Code Chapter 11.12 - Trees and Shrubs; revisions to tree species names, conditions and growth patterns; and the status of tree specific reports/studies.

One example of these tree specific reports/studies, is the Carlsbad Heritage Tree Report (CHTR) – Phase I and II. According to Carlsbad Municipal Code 11.12.020.A.4., "Heritage trees shall be trees with notable historic interest or trees of an unusual species or size." Phase I of the CHTR – which focuses on trees within the Historic Village District - was initially compiled by the Historic Preservation Commission's consultant in 2002, and was brought current by that consultant in 2006 and 2007. Its scope includes both city trees and private trees proposed for heritage tree designation because of one or more of the following characteristics: species, rarity, size, age, shape, historic or cultural significance.

Phase I of the CHTR contains:

- Botanical and common names of the heritage tree candidates for each site, with photos
- Identifications of trees that are rare or endangered in their native habitat
- A collection of media coverage and other literature on several trees within Carlsbad
- Recommendations to be utilized in the ongoing maintenance of heritage trees

After incorporation of the latest data, Phase I of the CHTR was submitted to the Historic Preservation Commission and the Parks & Recreation Commission for review. In November 2007, both commissions accepted the report and supported its forwarding for further action. Upon the commissions' acceptance of Phase I of the CHTR, a notification letter was mailed to the property owners of all private heritage tree candidates. In addition, Phase I of the CHTR was posted for public review and comment from December 2007 through January 2008. In October 2009, the City Council accepted – not adopted - Phase I of the CHTR. The report was not adopted largely due to the cost implications of the above referenced recommendations to be utilized in the ongoing maintenance of (city) heritage trees.

Phase II of the CHTR – which focuses on trees within the balance of the STAD - was initially compiled by the Historic Preservation Commission's consultant in 2009, and was brought current by that consultant in 2011. Its scope and contents are consistent with those of Phase I of the CHTR. To date, further processing of Phase II of the CHTR has not been pursued.

Current Consideration

The recently adopted CVBMP also references trees within three distinct chapters and sections. Chapter 1, Introduction, Section 1.5 of the CVBMP details the Goals and Policies established to reinforce the vision of the plan. The first of the four categories of Goals and Policies is Land Use and Community Character. Subsection 1.E of the category notes a goal to "Recognize and support the historical roots of the Village and Barrio." Item 2 of that subsection identifies a policy to "Support a program to identify and protect heritage trees in the Village and Barrio as part of a future update to the citywide Community Forest Management Plan."

Chapter 4, Mobility and Beautification, Section 4.3 of the CVBMP details the goal to Create Livable Streets in Carlsbad, specifically creating a safe environment for walking and biking. Subsection 4.3.8, Provide Shade, describes street trees as being "essential for a thriving village environment." It also indicates that street trees within the Village and the Barrio have been a point of discussion for merchants and residents. It further provides specific recommendations to address street trees in the plan area. Item 1 of that subsection notes "The Community Forest Management Plan sets forth standards for planting, removal, replacement, maintenance and the preservation of street trees. Using a similar palette of species, including the use of more palm trees or other beach character flora, will help add to the small-town character of the Village and help unify it with the Barrio..."

Chapter 5, Implementation, Section 5.6 of the CVBMP details the Implementation Action Plan. The vision and goals presented in the plan are supported by project/program recommendations outlined in Table 5.1, Implementation Action Matrix. Row nine of the Regulatory Programs, Plans and Studies subsection of that matrix includes a short range action to "Identify top priority streets to plant trees to provide more shade and increase connectivity between the Village and the Barrio (consider through Community Forest Management Plan Update.)"

As noted above, various chapters and sections of the CCFMP are eligible for updates. Processing an update to the CCFMP would, however, require additional expenditures and resources, including staff time from the Parks & Recreation, Public Works, Library & Cultural Arts, Community & Economic Development, Communications, Finance, and Fire Departments/Divisions. In addition, an update to the plan will necessitate the hiring of qualified consultant(s), and the re-engagement of the public. Staff estimates an update to the CCFMP would entail \$135,000 in expenditures, and would take a minimum of one year to complete. The reallocation of staff time from the above departments/divisions to update the CCFMP will also impact work capabilities on other projects and initiatives.

Staff is recommending that the City Council authorize staff to update the Carlsbad Community Forest Management Plan, in response to the General Plan Lawsuit Settlement.

Fiscal Analysis

Sufficient contingency funds are available in the Parks & Recreation Department's operating budgets to account for the estimated \$135,000 in expenses associated with an update to the CCFMP.

Next Steps

Staff will seek qualified consultant(s) to initiate a process to update to the CCFMP.

Environmental Evaluation (CEQA)

Consulting services to process an update to the CCFMP are statutorily exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15262 (Feasibility and Planning Studies). However, the implementation of the plan will require completion of an initial study to determine the level of environmental review that would be required to implement the plan. This determination will occur after the plan has been updated.

Public Notification

This item was noticed in accordance with the Ralph M. Brown Act and was available for public viewing and review at least 72 hours prior to the scheduled meeting date.

Exhibits

1. City Council Resolution
2. Carlsbad Community Forest Management Plan, 2002, (on file in the Office of the City Clerk) and available online at:
http://www.carlsbadca.gov/services/depts/parks/facilities/pest_management.asp
3. Carlsbad Village and Barrio Mater Plan, 2018, (on file in the Office of the City Clerk) and available online at: <http://www.carlsbadca.gov/civicax/filebank/blobdload.aspx?BlobID=36580>

RESOLUTION NO. 2018-168

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARLSBAD, CALIFORNIA, AUTHORIZING STAFF TO UPDATE THE CARLSBAD COMMUNITY FOREST MANAGEMENT PLAN, IN RESPONSE TO THE GENERAL PLAN LAWSUIT SETTLEMENT AGREEMENT

WHEREAS, on March 14, 2017, the City Council approved the General Plan Lawsuit Settlement Agreement between the City of Carlsbad and North County Advocates (Settlement Agreement) [Council Resolution No. 2017-228]; and

WHEREAS, Section 4.3.10 of the Settlement Agreement requires that "Within 18 months, the City shall present to the City Council for consideration an update to the Community Forest Management Plan (CCFMP) which includes a program to identify and protect heritage trees, where practicable, and will include provisions for protection and enhancement of the urban tree canopy"; and

WHEREAS, in April 2003, the City Council adopted the Carlsbad Community Forest Management Plan (CFMP) [Council Resolution No. 2003-085]; and

WHEREAS, as a result of changes that have occurred in the community forest since the CCFMP's adoption, various chapters and sections of the document are eligible for updates; and

WHEREAS, those updates could reflect items such as: modifications to the city's organizational structure and administrative processes regarding the protection and enhancement of the community forest, amendments to City Council Policy No. 4 - Street Trees and Carlsbad Municipal Code Chapter 11.12 - Trees and Shrubs; revisions to tree species names, conditions and growth patterns; and the status of tree specific reports/studies; and

WHEREAS, one example of these reports/studies, is the Carlsbad Heritage Tree Report; and

WHEREAS, the recently adopted Carlsbad Village and Barrio Master Plan references trees within three chapters: Chapter 1, Introduction, Section 1.5; Chapter 4, Mobility and Beautification, Section 4.3; and Chapter 5, Implementation, Section 5.6 ; and

WHEREAS, processing an update to the CCFMP would require additional expenditures and resources, including staff time from the Parks & Recreation, Public Works, Library & Cultural Arts, Community & Economic Development, Communications, Finance, and Fire Departments/Divisions; and

WHEREAS, an update to the plan will necessitate the hiring of qualified consultant(s), and the re-engagement of the public; and

WHEREAS, staff estimates an update to the CCFMP would entail \$135,000 in expenditures, and take a minimum of one year to complete.

WHEREAS, sufficient contingency funds are available in the Parks & Recreation Department's operating budgets to account for the \$135,000 in expenses associated with an update to the CCFMP.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carlsbad, California, as follows:

1. That the above recitations are true and correct.
2. That staff is authorized and directed to update the Carlsbad Community Forest Management Plan.

PASSED, APPROVED AND ADOPTED at a Regular Meeting of the City Council of the City of Carlsbad on the 18th day of September, 2018, by the following vote, to wit:

AYES: M. Hall, K. Blackburn, M. Schumacher, C. Schumacher, M. Packard.

NOES: None.

ABSENT: None.


MATT HALL, Mayor


BARBARA ENGLESON, City Clerk

(SEAL)



September 18, 2018

Item #4 ★ Page 7 of 7

Comments on Draft Community Forest Management Plan Dated June 2019**July 2, 2019****Overall Recommendations****Staff Responses****August 29, 2019**

-The settlement agreement item 10 includes that the Community Forest Management Plan (CFMP) “will include provisions for protection and enhancement of the urban tree canopy.”

The update to the CFMP thoroughly addresses this item.

The CFMP is focused on the city owned/maintained trees. Per Appendix A this only represents about 24% of the total urban tree canopy. (UTC) The CFMP needs to also include the other 76% of the UTC.

Please see the City Council Staff Report of September 18, 2018 for information on the focus of the CFMP.

This would include guidelines for new development such as mitigation requirements for impacts to trees, species lists and maintenance requirements. It would also include guidelines for trees on private property.

These items are addressed via the Carlsbad Landscape Manual, and project specific Conditions of Approval. The Parks Division is already actively involved in the review and approval of new development plans. Throughout this process, staff reviews plans and requires adherence to tree related requirements for the projects.

Since the city does not have authority over those trees that would take a different form such as incentives, support for neighborhood tree planting projects and public education. But the intent is to treat the canopy as a whole with the entire community engaged in its protection. The CFMP is an opportunity to engage the entire community in recognizing the value of and caring for their trees. Further work is needed to make it a more comprehensive plan.

The plan discusses community outreach and education as a means of engaging the public and informing them of proper tree care and maintenance. With this update, we have done the same. We will continue our outreach and education programs through community events such as our Arbor Day events and trail volunteer events. We will pursue collaboration with our Environmental Management Division to supplement other outreach and education events throughout the city with tree related programs.

-The required enhancement of the UTC appears to consist of adding 2025 trees – or a .8% increase in the identified number of trees (2025/25,000). Since the objective is to increase the canopy this should be stated in terms of that ie an increase to the 16.66% UTC shown on page 330. We really think this is a ridiculously low target considering all of the benefits discussed throughout the report, the requirement for enhancement in the Village/Barrio plan and the benefits of reduced GHG from a larger UTC.

This section of the CFMP has been revised/expanded to read as follows: “2. Expand the community forest in areas with lesser tree canopy density and maximize its benefits. A. Add an average of 500 trees per year to the city’s tree inventory, or increase Carlsbad’s Total Tree Canopy by 5% (whichever occurs first) by the end of calendar year 2025, so as to further enhance the community forest.”

Furthermore, replacing large mature trees, even with a 2:1 replacement ratio, is no assurance that the canopy will increase. Some species have larger canopies, age and condition, and where they are planted can all impact the size of the canopy.

Replacement planting at 2:1 ratio is a net gain of trees that will typically provide increased canopy coverage in less time than a simple 1:1 ratio. Staff will choose species based on numerous factors, including expected canopy size.

In their CAP the city of San Diego established a UTC goal of 35%- that is something to aspire to.

The CFMP sets a goal that is S.M.A.R.T (Specific, Measurable, Attainable, Relevant and Timely) for the City of Carlsbad.

-It is unclear if the Phase 1 and Phase II heritage tree studies now cover the entire city. If not, then that should be clarified. The process for nominating candidate trees could then be used to expand coverage citywide.

The maps included within the Heritage Tree Reports clearly depict the areas that were studied for each phase.

- For readability the detailed heritage tree reports and appendices should be an appendix to the CFMP. The chapter in the CFMP that addresses heritage trees would then just summarize key information and recommendations.

The layout is consistent with the following provision of the original CFMP, Chapter 7 – Heritage Trees, Pg. 28, "When completed, this information will be provided to the City for review and adoption and incorporated in the CFMP."

-Formal policies are not clearly specified in a consistent way. Some are listed as specific recommendations, others are not. See pages 86 and 252-255.

Revisions have been completed for greater consistency.

-The process for integrating formal recommendations into actual ordinances or regulations is not clear. For example, on page 86 there is a recommendation to prohibit "topping." Is there an intent to actually include this as a formal requirement? If so, the report should clearly identify such regulations as well as the process that will be used to implement them. If the plan is to first accept the report and then come back at a later time with related regulations this should be specified.

No changes to the Carlsbad Municipal Code are anticipated as a result of adoption of the CFMP. City staff and its contractors already operate under most of the provisions noted in the CFMP. The 'recommendations' within the Heritage Tree Reports would become 'requirements' for the care of city-owned heritage trees, upon adoption of the CFMP. These inclusions would be addressed operationally.

- There will be a cost associated with implementing many of the recommendations. What is the plan for addressing that?

The costs associated with the implementing the recommendations will be addressed in the City Council Staff Report seeking adoption of the CFMP, and appropriation of the corresponding funds.

-We would like to see a clear preference for native tree species. While there certainly is a place for ornamental trees the final report should provide some balance between natives and ornamentals and recognize natives as preferred for their value in creating a sense of place and for sustainability. Native trees typically require less water than ornamentals, and generally support the local ecology better than ornamentals. Sustainability also needs to consider those species better adapted to climate change.

Native street trees: <https://www.pinterest.com/formlaine/la-native-parkway-trees/>

The parameters for the selection of species are detailed in Chapter 3 of the CFMP.

Specific Recommendations (Page references are to electronic 330 page doc)

- P6 says "the benefits of trees are well known" without listing any. In several other places (see p 14 and 15 for example) some of those benefits are specified. Have a single clear statement about the benefits of trees.

This item has been addressed in the revisions to the CFMP.

- P9 "sense of being in a distant land" in reference to the eucalyptus trees in Hosp Grove is really out of place.

This item has been addressed in the revisions to the CFMP.

- P14 add reference to a requirement that no invasive species will be included and reference key sources including SDNHM and CAL-IPC lists.

This item has been addressed in the revisions to the CFMP.

- P15 discussion of 2:1 replacement achieving a net reduction in GHG is not correct, and is not consistent with the appendix showing the value of trees for carbon sequestration. The amount of carbon sequestration varies by species, age, and size of trees. Replacing a single large canopy tree with 2 small container plants has a net increase in GHG. If there is a real intent to use tree planting to help reduce GHG then there needs to be much clearer guidelines about how this will be accomplished.

One of the benefits of a 2:1 planting ratio is a reduction in GHG - over time. It is not the only purpose for planting a tree and GHG reduction is not the only outcome desired when planting a tree.

- P 16 there needs to be a clear explanation about the differences between LLD1 and 2 and city-maintained areas. The information on page 329 makes this clearer than the body of the report, but more information is still needed. How do these districts differ from each other in terms of their tree maintenance? Are they completely consistent with the proposed CFMP? How will the fees in these districts be adjusted to support consistency with the overall program- or will they remain outside of it?

This item has been addressed in the revisions to the CFMP.

- P 17 Fire safety should also be a factor considered in identifying tree species- several of the pine and eucalyptus species are high risk. Also please indicate how replacement of trees not on the list will be addressed. Will they be replaced with a tree that is on the list? Are there exceptions and if so under what conditions would this be allowed?

The approved species list guides the selection of new trees; a variety of factors are taken into consideration when selecting a species. The Fire Department has reviewed the approved species list. Replacement of trees which species are not on the list will be made by species which are on the list.

- P22 Unclear how wildlife protection is being added. This needs to be incorporated into guidelines and not just be a general discussion.

The CFMP references a recent publication "Tree Care for Birds and Other Wildlife" that will be used as a resource to guide management decisions regarding wildlife.

- P23 Why isn't the CCC recommendation for non-invasive and drought tolerant species used in the Village/Barrio included for the entire city? Are any of the trees included on the p 17 species list not in compliance with this?

There are no invasive species on the approved species list. Some of the species are more drought tolerant than others, but the list does not include species that have a high water requirement.

- There should be a figure that distinguishes what the text describes as four existing urban forest areas where trees have not been counted.

This item has been addressed in the revisions to the CFMP.

Also this should reference any site specific plans. We are aware of one that was done for Hosp Grove that should be integrated. Where there are area specific plans it needs to be clear what prevails.

- P27 This sounds too much like these areas will be preserved as is, when in fact that is not consistent with the Hosp Grove management plan and likely would not be for the others if they have plans.

Ideally there would be plans for all of these areas to gradually convert them to a more sustainable, and site appropriate species mix.

The four urban forest areas will all be addressed in like manner, in accordance with Chapter 5 of the CFMP.

- P30 says that all of the recommendations from the heritage tree reports "are applicable." Hopefully that means all are adopted and will be implemented. This needs to be clarified.

This item has been addressed in the revisions to the CFMP.

- P 78 it is sad that by 2019 there was only one native heritage tree remaining. We would like to see additional effort put into identifying and preserving more of these native trees.

Staff would follow the Heritage Tree nominating process detailed in the Heritage Tree Reports

- P 88(and 256) Will this process for nominating heritage trees be implemented. If so, that should be clear.

Adoption of the CFMP would include implementing the Heritage Tree nominating process.

- P 39 and 162 the loss of heritage trees from the original surveys until the 2019 update is very disturbing (Phase I down from 110 to 74. Phase II from 51 to 41). What is the ongoing plan for monitoring and reporting on the number of added/lost heritage trees?

City staff and its contractors are already monitoring and collecting data on the heritage trees candidates that are within city owned or controlled properties. This information can be reported to the Historic Preservation Commission upon request.

- P314 Sustainable species list would be clearer to just include this as a column on the page 17 species list and preferably the majority of species included on the list would be sustainable.

Staff and its consultant determined this list is appropriately placed in current chapter for added emphasis.

- P316 Appendix A. This information is very helpful for establishing carbon sequestration and other values of trees. But the text in the report is not consistent with the detailed information shown here.

This item has been addressed in the revisions to the CFMP.



HISTORIC PRESERVATION COMMISSION

Staff Report

Meeting Date: September 9, 2019

To: Historic Preservation Commission
From: Suzanne Smithson, Deputy Library Director
Staff Contact: Dianna Galindo
Subject: Encina Power Plant Smokestack

Recommended Action:

Commissioners will receive staff report and additional information

Executive Summary:

At the July 8, 2019 Historic Preservation Commission meeting, the commissioners heard public comment from community member Jim Strickland regarding his interest in designating the smokestack at the Encina Power Plant as a historic site. Mr. Strickland distributed a print copy of his information to the commissioners. The commissioners moved to add the item to the next meeting agenda.

Attached to the staff report is a memo from Deputy City Manager Gary Barberio regarding the property. His information notes that the owners of the property "...will not provide consent for a proposed historic landmark designation..."

Exhibits:

1. Memo from Deputy City Manager Gary Barberio
2. Email from community member

Memorandum

Sept. 4, 2019

To: Heather Pizzuto, Library & Cultural Arts Director
From: Gary T. Barberio, Deputy City Manager – Community Services
Re: NRG/SDG&E/City of Carlsbad Settlement Agreement – Encina Power Plant Property

On January 14, 2014, the City Council approved a Settlement Agreement (Agreement) involving NRG, the owner of the Encina Power Plant and property, SDG&E, the region's current utility provider, and the City of Carlsbad. Amongst the numerous provisions included, the Agreement provided for the construction of a new 500MW "peaker" plant located between the railroad tracks and the I-5, in exchange for the shutdown, decommissioning, and above-ground demolition of the existing Encina Power Plant. Since that time, all three parties have relied upon the Agreement in conducting business going forward. It is important to note, that since 2014, the City Council has not provided any new direction to city staff regarding the property. It is also important to understand that the City of Carlsbad does not own the plant property, nor will the City acquire ownership of the plant property as a result of the Agreement.

The Agreement does provide a schedule for the shutdown, decommissioning, and demolition of the above ground facilities for the Encina Power Plant, to include both the smokestack tower and plant buildings. Specifically, the Agreement states that concurrent with the start-up of the new "peaker" plant, which occurred on December 12, 2018, the Encina Power Plant shall shutdown (turn-off) and begin efforts to decommission the plant (disconnect power, gas, etc.).

Secondly, within one year of the shut-down of the old plant (December 12, 2018), NRG must start the above-ground demolition of the plant and shall complete the demolition within two years of the commencement of demolition activities. The above-ground demolition shall include the both the smokestack tower and plant buildings.

As is relates to a designation of the Encina Power Plant site as a historic landmark, Carlsbad Municipal Code section 22.06.030.E states that "Without the property owner's consent to the proposed designation, a site shall not be designated a historic site or landmark." NRG has verbally indicated to City staff that they will not provide consent for a proposed historic landmark designation in light of its commitments in the Agreement.

Dianna Galindo

From: Suzanne Smithson
Sent: Thursday, September 5, 2019 4:00 PM
To: Dianna Galindo
Subject: FW: Encina power plant

-----Original Message-----

From: Linda Wheeler <elwheeler4525@gmail.com>
Sent: Monday, September 2, 2019 9:51 PM
To: Suzanne Smithson <Suzanne.Smithson@carlsbadca.gov>
Subject: Encina power plant

Hi Ms Smithson

I read that some people would like to make the power plant a historic place and not have it torn down. I am adamantly opposed to having it declared historic and my husband and I are looking forward to the day it is gone. Do you know if this is a rumor or is the plan to still have it demolished?

Sincerely

Linda Wheeler

Sent from my iPhone



HISTORIC PRESERVATION COMMISSION

Staff Report

Meeting Date: September 9, 2019

To: Historic Preservation Commission

From: Suzanne Smithson, Deputy Library Director

Staff Contact: Dianna Galindo

Subject: Properties of Concern

Recommended Action:

Informational

Executive Summary:

Commissioners may share and receive information about properties of concern in Carlsbad.

Areas of focus for the September 2019 meeting are:

- Work and improvements made on Magee House at 258 Beech Avenue which was discussed at the April 2019 Special Meeting of the Commission
- State street as a historic district - process
- List of properties with various designations

Exhibits:

- Chapter 22.06 HISTORIC RESOURCES, HISTORIC LANDMARKS AND HISTORIC DISTRICTS

Carlsbad Municipal Code[Up](#) [Previous](#) [Next](#) [Main](#) [Collapse](#) [Search](#) [Print](#) [No Frames](#)[Title 22 HISTORIC PRESERVATION](#)**Chapter 22.06 HISTORIC RESOURCES, HISTORIC LANDMARKS AND HISTORIC DISTRICTS**

22.06.010 Establishment of historic resources inventory.

The city shall establish and adopt a historic resources inventory. (Ord. NS-433 § 3, 1997; Ord. NS-141 § 4, 1991; Ord. 9776 § 1, 1985)

22.06.020 Criteria for historic resources inventory.

A historic resource may be considered and approved by council for inclusion in the historic resources inventory based on one or more of the following:

- A. It exemplifies or reflects special elements of the city's cultural, social, economic, political, aesthetic, engineering or architectural history; or
- B. It is identified with persons or events significant in local, state or national history; or
- C. It embodies distinctive characteristics of a style, type, period or method of construction, is a valuable example of the use of indigenous materials or craftsmanship or is representative of a notable work of an acclaimed builder, designer or architect; or
- D. It is an archaeological, paleontological, botanical, geological, topographical, ecological or geographical site which has the potential of yielding information of scientific value; or
- E. It is a geographically definable area with a concentration of buildings, structures, improvements, or objects linked historically through location, design, setting, materials, workmanship, feeling and/or association, in which the collective value of the improvements may be greater than the value of each individual improvement. (Ord. NS-433 § 3, 1997; Ord. NS-141 § 5, 1991; Ord. 9776 § 1, 1985)

22.06.030 Historic site and landmark designation procedures.

Historic sites and landmarks shall be established by the city council in the following manner:

- A. Any person, association, or agency may request the designation of a site, landscape feature, or improvement as a historic landmark by submitting a written request for such designation to the historic preservation commission. The historic preservation commission, planning commission, design review board, or city council may also initiate such proceedings by motion.
- B. Any such request shall be filed with the development processing department upon prescribed forms and shall include the following data:
 - 1. Name and address of property owner and assessor's parcel number and address of site;
 - 2. Description of the proposed historic site or landmark, including special aesthetic, cultural, archaeological, paleontological, architectural, or engineering interest or value of a historic nature, including information about the architecture, notable features, construction and other information indicating the historical significance of the site;
 - 3. Sketches, photographs, or drawings;
 - 4. Statement of condition of structures;
 - 5. Explanation of any known threats to the improvement of the site;
 - 6. Additional information:
 - a. Site plan in appropriate scale;
 - b. Legal description of the property;
 - c. Photographs, old and recent;

- d. Proposed use;
- e. Existing zoning;
- f. Bibliography and references;
- g. Chain of title, if available;

C. Within 45 days of the date of the request, the commission shall hold a public hearing to review the landmark application according to the criteria of Section 22.06.020.

D. Notice of the public hearing shall be given as provided in Section 21.54.060(2) of this code. In addition, notice of the date, place, time and purpose of the hearing shall be mailed, return receipt requested, to the owner of the proposed landmark property as shown on the last equalized assessment roll at least 14 days prior to the date of the public hearing. Failure to send notice by mail to any property owner when the address of such owner is not on the latest equalized assessment role shall not invalidate any proceedings in connection with the proposed designation.

E. After the public hearing, the commission shall by resolution make a report and recommendation to the city council. If the commission determines that the improvement does not meet landmark criteria, the process shall terminate and the commission shall notify the property owner and applicant of such termination in writing within 10 days of the commission's determination. If the commission determines that the resource warrants historic site or landmark designation and the property owner has consented to same in writing, then the commission shall submit a written recommendation to the city council incorporating its reasons in support of the proposed designation. Without the property owner's consent to the proposed designation, a site shall not be designated a historic site or landmark. Permits shall be required to work on a designated historic landmark as specified in Chapter 22.08 of this code. Permit fees shall be established by resolution of the city council.

F. The city council shall hold a public hearing on the proposed historic designation within 30 days of the receipt of the recommendation for the commission.

G. At the conclusion of the public hearing on the proposed designation, the city council shall, by resolution, designate or conditionally designate, or disapprove the designation of the historic landmark. Written notice of the city council action shall be mailed to the property owner. (Ord. NS-433 § 3, 1997; Ord. 9835 § 2, 1987; Ord. 9776 § 1, 1985)

22.06.040 Historic district designation procedures.

Historic districts shall be established by the city council in the following manner:

- A. The procedures for designating a historic district shall be the same as for designating a historic landmark, except as otherwise provided in this section.
- B. Any application for designation of a historic district shall be filed with the planning division upon the prescribed form and shall include the following data:
 - 1. Boundaries of the proposed district and a list of names and addresses of property owners, assessor's parcel numbers and addresses of properties within the boundaries;
 - 2. Description of the proposed historic district, including special aesthetic, cultural, architectural, or engineering interest or value of a historical nature;
 - 3. Sketches, photographs or drawings;
 - 4. Statement of condition of structures and improvements within the district;
 - 5. Explanation of any known threats to any cultural resource within the district;
 - 6. Other information requested by the planning division.
- C. If written consent of all of the owners of property within the proposed district to the proposed designation is not obtained at the time of the historic preservation commission hearing, the process shall terminate and the commission shall notify the property owners and applicant of such termination within 14 days of the commission's determination.
- D. If the commission determines that the area warrants historic district designation, it shall submit a written recommendation to the city council incorporating its reasons in support of the proposed historic district designation,

within 14 days of reaching its decision. Such recommendation shall include a report containing the following information:

1. A map showing the proposed boundaries of the historic district identifying all structures within the boundaries;
2. An explanation of the significance of the proposed district and description of the cultural resources within the proposed boundaries;
3. Recommendations as to appropriate permitted uses, special uses, height and area regulations, minimum dwelling size, floor area, sign regulations, parking regulations, and any other modification to existing development standards necessary or appropriate to the preservation of the proposed historic district. (Ord. NS-433 § 3, 1997; Ord. 9776 § 1, 1985)



HISTORIC PRESERVATION COMMISSION

Staff Report

Meeting Date: September 9, 2019

To: Historic Preservation Commission

From: Suzanne Smithson, Deputy Library Director

Staff Contact: Dianna Galindo

Subject: Meeting location and time

Recommended Action:

Confirm meeting time for November 2019 meeting and for calendar year 2020.

Executive Summary:

The commission chose to reschedule the November meeting from November 11 to November 4 to adjust for the Veterans' Day Holiday. They then moved to adjust the meeting from 5:00 to 6:00 to accommodate another commission's schedule and use of the room. The adjustment to 6:00 is no longer necessary. With two new commissioners present, the commission may take action to adjust the starting time for the November 2019 meeting.

In 2019, the commission began meeting in Council Chamber. The commission's regular schedule is to meet six times per year: every other month beginning in January. The commission may discuss and approve their 2020 meeting schedule, location, and time.

Exhibits:

Draft 2020 meeting schedule

2020

Meeting Schedule for the City of Carlsbad Historic Preservation Commission

Bi-monthly on 2nd Monday @ 5:00 p.m.
Council Chamber 1200 Carlsbad Village Dr.

JANUARY 13, 2020
MARCH 9, 2020
MAY 11, 2020
JULY 13, 2020
SEPTEMBER 14, 2020
NOVEMBER 9, 2020

Staff contact information:

Suzanne Smithson, Deputy Library Director - Georgina Cole Library
Staff liaison to the Commission
760-434-2876 or suzanne.smithson@carlsbadca.gov

Dianna Galindo,
Office Assistant to Deputy Director Smithson at Georgina Cole Library
760-434-2874 or dianna.galindo@carlsbadca.gov



HISTORIC PRESERVATION COMMISSION

Staff Report

Meeting Date: September 9, 2019

To: Historic Preservation Commission

From: Suzanne Smithson, Deputy Library Director

Staff Contact: Dianna Galindo

Subject: Carlsbad Historical Society update

Recommended Action:

Informational

Executive Summary:

Commissioners may share items of interest and future events sponsored by the Carlsbad Historical Society. Commissioners may consider designating/electing a representative to be tasked with this assignment for future meetings.

Exhibits:

None